

## Seminar and annual meeting

June 12–13, 2014

### Venue

Nordic Sea Hotel, Vasaplan 4, Stockholm

June 12

**Joint seminar of Nordic  
and Baltic QA agencies**

**9.30** Registration

**10.00** Welcome and four  
parallel workshops,  
including lunch

**17.00** Activity and dinner

June 13

**Annual meeting for  
NOQA members**

**9.30** Annual meeting  
including Tour de table,  
NOQA projects and  
lunch

**14.00** End of meeting



The Danish  
Accreditation Institution



FINHEEC

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## Workshops on internal quality assurance

Workshops will focus on what we have in common in our daily work. The aim of the workshops is to share the experiences and good practices of developing and assuring the quality of the work in our QA offices. More information on the content of workshops as well as topics of discussions will be sent for the participants before the seminar.

### Topic 1

#### Peer review and experts

##### – Norway

- Recruiting peers and training
- Interaction
- Conflict solving depending on where the conflict is located
- Writing of the report
- Consistency

### Topic 2

#### Project leadership: Autonomy, conflicts, roles – Sweden

- Project leadership roles
- Conflicts and critical factors
- Autonomy

### Topic 3

#### Internal quality culture and learning organisation – Finland

- Quality culture and how we learn as an organization
- Development and enhancement of methods
- Internal quality assurance and consistency of methodology

### Topic 4

#### How do we produce system-wide analyses – Denmark

- Deciding on topics for summary reports where general findings of our QA evaluations are described and analysed
- Material used in summary reports
- Internal QA in producing the systemwide analysis

**Registration** is available **online**  
(<http://www.uk-ambetet.se/utbildningskvalitet/seminarnoqa>)

**Deadline for registration:** April 30, 2014

**Expenses:** Kindly book and pay for your own hotel room. Meals are included in the programme, without any charge.

**Lodging:** Hotel rooms have been reserved, until April 30, 2014, at your own cost.